



# CITY OF ATLANTA

## Job Announcement

### BUDGET ANALYST, SENIOR

**STARTING SALARY: \$42,767**  
**Salary Grade: 21**

**Applications Accepted From: January 23, 2006 until Vacancy is filled**

#### **Minimum Job Requirements**

Applicants for this position must have a Bachelor's degree in Finance, Accounting, Business/Public Administration or a related field, and have three years of progressively responsible experience in budget analysis, management analysis, financial analysis or a related field; or any equivalent combination of education, training and experience which provides the requisite knowledge, skills and abilities for this job.

#### **Duties of the Job:**

This employee works with managers to identify goals and objectives for specific projects and audits; gathers and analyzes quantitative and qualitative information to support proposals and program plans; examines financial records to ensure consistency and compliance; plans, oversees and carries out projects to analyze current policy issues and to create new strategies for addressing policy issues; prepares financial summaries, reports and recommendations; provides responsible administrative staff assistance including conducting analyses of policy involving the organization, its procedures, finances and services.

#### **To Apply For This Job**

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday  
Resumes not accepted in lieu of application.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2107 Atlanta, GA 30303  
Phone: (404) 330-6369 [www.atlantaga.gov](http://www.atlantaga.gov) FAX: (404) 658-6157

#### **Affirmative Action/Equal Opportunity Employer**

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

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APPLICANTS WHO MEET THE ABOVE REQUIREMENTS FOR THIS POSITION WILL BE FORWARDED TO THE APPROPRIATE DEPARTMENT FOR EMPLOYMENT CONSIDERATION.

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**The Examination For This Job Will Consist Of An Evaluation of Applicant Training And Experience.**